## Approved For Release 2000/08/15 CIA-RDP79-01590A600400020006-5

STATINTL

NAME

OFFICE: OC-O/COD/SB

ADMINISTRATION DIRECTORATE REVIEW: TRENDS AND HIGHLIGHTS

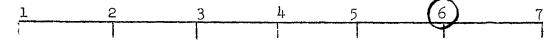
## Evaluation

In order to enhance the usefulness of the Trends and Highlights Course to you and future participants, a continuing process of evaluation is necessary. We ask your cooperation in assisting us in keeping the course responsive to the needs of the participants.

## COURSE OBJECTIVE

The objective of the course is to update Deputy Director for Administration careerists' knowledge and understanding of current activities, problems and trends in the Directorate and its various offices.

Α. Please indicate on this numerical scale how well in your estimation, the course has met its objective. (Number 1 is the lowest, number ? is the highest.)



В. What was the most useful segment of the program to you in your present assignment? The least useful? Please describe how you see the program benefiting you.

THE MOST USEFUL SEGMENTS ARE THOSE THAT THE SPEAKER(S) CAPTURE THE INTEREST AND ATTENTION OF THE AUDIENCE, RECARDLESS OF SUBJECT. THE BEST FUBLICIT CAN BE THE MOST USELESS SEGMENT WITH THE WORST SPEAKER OR PRESENTATION. I THINK OTR SHOLD STRIEVE TO OCTAIN THE GEST SPEAKERS/PRESENTATIONS PUSSIBLE FOR EACH SUBJECT AND NOT "WASTE" VALUABLE TIME ON A SUBJECT IF THE SPEAKER PRESENTATION WILL BORE OR DISTUTCERSET THE AUDIENCE, MORE TIME SPONT ON INTERESTING SPEAKERS AND PRESENTATIONS WILL DICTATE INCREASED PREPARATION BY THE LESS INTERESTING SPEAKERS AND PROVE BENEFICIAL TO OTR, THE AUDIENCE AND THE I PEAKER

(See Reverse Side)

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C. Did you feel the session on the Administration Directorate/
Management & Advisory Group (AD/MAG) was beneficial? Why?

NO. THERE APPEAR: TO BE LITTLE OR NO INTEREST BY

TOP MANAGEMENT FOR THE ADMAG. ITS TRACK RECORD IS HAD AND PARTICIPATION DISCOURAGED

D. Other Comments:

STATINTL

OVERALL I FOUND THE COURES INTERESTING AND INFORMATIVE.
IT WOULD BE DEEFUL IF THE COURE MATERIALS SUCH AS "DD/A HISTORY
AND FUNCTIONS" COULD BE AVAILABLE DRIOR TO THE WEEK SPENT
THIS INFORMATION IS OF INTEREST AND BENEFIT TO ABL DD/A AND
SHOULD NOT BE LIMITED TO JUST "TRENDS & HIGHLIGHTS". IT MIGHT
BE USEFUL AT THE BEGINNING OR END OF THE COURSE TO HAVE
A SPEAKER FROM THE DC! TO GIVE TREMPS AND HIGHLIGHTS ON
THE AGENTY AS A WHOLE ESPECIALLY IN THESE DAYS OF SELF-